GRANT MANAGEMENT MEMORANDUM
2014-07

DATE: February 16, 2015

TO: All California Governor's Office of Emergency Services (Cal OES) Subgrantees &
                   Interested Parties

FROM: Gina Buccieri-Harrington, Assistant Director, Office of Grants Management

RE: Fiscal Year 2014 Tribal Equipment Assistance (TEA) Program

Program Background

In March 2014, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) released the fiscal year 2014 (FY14) Homeland Security Grant Program (HSGP) Funding Opportunity Announcement (FOA) and Application Kit. In that document, DHS/FEMA strongly urges states to work with tribal nations to achieve homeland security goals and objectives. To that end, the California Governor's Office of Emergency Services (Cal OES) is announcing the application process for the FY14 Tribal Equipment Assistance (TEA) Program. Unforeseen administrative issues impacted the release of this Grant Management Memo (GMM). The TEA Program is a continuing initiative under the FY14 HSGP intended to build on the prevention, protection, response, and recovery capabilities within California tribal nations.

Program Details

The FY14 TEA Program will provide a total of $200,000 for equipment to interested California tribal nations. Each applicant may request up to $50,000. Applications will be considered by Cal OES for eligibility based on the DHS/FEMA Authorized Equipment List (AEL) and the scoring criteria identified below. The 21 allowable equipment categories and up-to-date equipment standards for the HSGP are listed on the web-based version of the AEL on the Responder Knowledge Base (RKB), at http://www.fema.gov/media-library-data/20130726-1825-25045-7138/fema_preparedness_grants_authorized_equipment_list.pdf. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, California tribal nations will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. HSGP funds used to purchase Interoperable Communications Equipment (Category 6) carry a requirement to consult SAFECOM's coordinated grant guidance, which can be found at *http://www.safecomprogram.gov*.

1. Application Rating

    Eligible applications received by the deadline are generally rated by a three member team. The raters' scores are averaged and then ranked numerically. Rating will begin around May 1, 2015.

    Scoring Criteria: The grant is competitive. Therefore, scoring criteria have been established. Subgrants will be awarded to the top-scoring applications until all the allocated funding is awarded. **Projects that cannot be completed within the performance period will be disqualified**. Applications will be scored as follows:

    *   A description of your current homeland security operations.   5 points
    *   A description of how this equipment would improve your current homeland
            5 points
        security operations.
    *   A description of how the equipment will be purchased within the performance
            5 points
        period of the grant.
    *   A description of how the equipment will meet a Cal OES Goal and/or Objective.
            5 points

2. Funding Recommendation

    Final funding decisions are made by the Director of Cal OES. Funding recommendations are based on the following:

    *   The ranked score of the application.
    *   Consideration of funding priorities or geographical distribution specific to the TEA Program.
    *   Prior negative administrative and programmatic performance, if applicable.

    Projects previously funded by Cal OES will be reviewed for past compliance, including fiscal management, progress and annual reports, audit reports, and other relevant documentation or information. This review may result in one or more of the following actions:

    *   The project may not be selected for funding.
    *   The amount of funding may be reduced.
    *   Grant Award Conditions may be placed in the Grant Award Agreement.

3. Notification Process

    Applicants will be notified in writing of the results of the rating process. Applicants not selected for funding will receive a denial letter containing their average score and information on the appeal process.

Grant applications are to be submitted to Cal OES using the TEA FY14 Modified Financial Management Forms Workbook (MFMFW) found at http://www.calema.ca.gov/GrantsProcessing/Pages/Homeland-Security-Grants-Processing-Section.aspx . Applications must be submitted to Cal OES by **April 15, 2015. Incomplete applications and submittals postmarked after this date will not be considered.** Additional rules for this Program can be found in the FY14 California Supplement to the Homeland Security Grant Program Funding Opportunity Announcement and Application Kit for Tribes.

Cal OES will review and approve projects submitted which meet the criteria based on the AEL and the scoring system established for this Program. All projects shall be completed within the subgrantee performance period, ending May 31, 2016. All applicable FY14 HSGP rules remain in effect for this Program. For further assistance, please contact Joseph Anderson, in Grants Management at Joseph.Anderson@caloes.ca.gov or 916-845-8426.